



Written & Edited by GR
Program Staff

Special Points of Interest

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Hotel Changes
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Express System
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Project

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UPCOMING, in the
Next Issue:

- ◆ QC-CORNER is going
to be in each News-
letter from now on.
- ◆ NSA Updates
- ◆ Welcome New Staff
To GR Program

GENERAL RELIEF PROGRAM SECTIONS NEWSLETTER

BY GR SPECIALPROJECTS & SSI ADVOCACY SECTION

NOVEMBER/DECEMBER 2014



GENERAL RELIEF EMERGENCY VENDOR HOTELS CHANGES

By Ken Krantz

This year has brought some changes to the stayed at Vendor Hotels program. The Hotels still must be on the Approved Vendor List to be used by homeless applicants, but now the list is set up by Supervisorial District. This helps locate hotels near your participant. The list can be found on "My DPSS Home Page" under the BPP tab. The list is also sent to all the GR district offices each month.

Social Security Administration's Electronic Records Express System

By Sarkis Timurayan

Social Security Administration (SSA) and the Disability Determination Service developed the Electronic Records Express (ERE) System to modernize the way health and school records are submitted to support Supplemental Security Income (SSI) applications. Authorized Representatives submit electronic copies of medical records by using a barcoded coversheet from SSA and uploading the electronic file to the ERE website.

In order to utilize the ERE System, Multi-Functional Printer (MFP) with fax capability has been allocated to each General Relief (GR) District for exclusive use by the Supplemental Security Income and Medi-Cal Advocacy Program (SSIMAP) staff. With the availability of multi-functional printers assigned to every SSIMAP unit, SSI Advocates will maintain confidentiality when transmitting medical records, sending electronic files to their email, and uploading the file to the applicant's electronic folder on the ERE website.



With the upcoming ERE administrative release, SSIMAP staff will be given instructions on how to use the ERE System which will be used exclusively to transmit medical information to SSA. All concerns regarding the operation of the MFP should be forwarded to the district ITTSAs and Line Operations.

The Help through Enterprise Linkages Project

By Mario Uribe

In an effort to increase utilization, the GR Program will start publishing Enterprise Linkages Project (ELP) information charts showing the utilization trends by GR district offices, programs, and staffing. GR Program staff have been working with the Bureau of Workforce Services staff to demonstrate how ELP data supports the effort of the General Relief Opportunities for Work (GROW), Housing Case Management Subsidy Project and SSIMAP.



Starting in December 2014, GR Program staff will release the latest utilization trend charts as an informational tool for district office operations. With the charts, district managers and supervisors can monitor how often staff utilize the ELP System to provide enhanced services. The charts will include suggestions and success stories to provide real examples on how staff can utilize ELP data to strengthen SSI applications, GROW employment plans, and activities.

FUN FACT: The longest night of the year falls on December 21 this year.

Winter—A Season to Remember, Reflect, and Appreciate the past year.



Veteran Internship Program and 10,000 Jobs Initiative for Veterans

by Mario Uribe and Ani Muradyan

Did you know the County Department of Human Resources (DHR) is recruiting for **paid** internships? Eligible veterans can apply for six internships under the Veteran Internship Program (VIP): Administrative Support, Crafts Support, Heavy Maintenance Support, Information Technology Support, Office and Clerical Support, and Technical Support.

The VIP is a great opportunity for veterans looking for a job. Many employers recognize that veterans have learned valuable job skills in the military, which can be successfully used in private and public employment. Veterans in VIP can be assigned to any County department that is filling a vacancy. The internships are paid and **can lead to regular County employment**. For more information, please visit the DHR or DPSS website, Veterans and U.S. Military Resources section. To apply for a VIP position, veterans may visit this site:

<http://hr.lacounty.gov> and type "veteran" in the Refine Your Results field.

In another effort to hire veterans, Los Angeles City Mayor, Eric Garcetti, recently announced a plan to hire 10,000 veterans by 2017. Hundreds of employers have pledged to hire veterans and are part of the mayor's initiative. GR Program staff encourages you to refer participants who are veterans to the Business Service Specialists. To view the list of companies with jobs who joined the initiative, please visit http://www.lamayor.org/10000_strong.

Don't forget to salute and honor the men and women who served in the Armed Forces for Veterans Day on November 11, 2014. We encourage all staff to refer a veteran to apply for the VIP or visit the 10,000-Strong website for job opportunities. Can do!



QC Corner

RESPONSIBLE RELATIVES by Patricia Cruz

GR Program Section staff would like to remind Eligibility staff of the revised Responsible Relatives policy. Effective July 23, 2014, a GR applicant can complete a PA 853, Affidavit, when he/she is unable to obtain a signed form from his/her estranged spouse under the following circumstances: (1) Whereabouts of the estranged spouse is unknown; (2) The estranged spouse refuses to complete and sign the ABP 1073/PA528; or (3) Applicant is/was in a domestic violence case. Only under these circumstances may a ABP 853 be accepted in lieu of a completed ABP 1073/PA528. Please be sure necessary forms are completed and forwarded for imaging via Electronic Document Management System. For additional information on Responsible Relatives policy, please refer to [AD 5204 Responsible Relatives and Sponsored Aliens](#).

GENERAL RELIEF PROGRAM WISHES YOU ALL A SAFE AND HAPPY 2015

UPComing In The Next Issue: NSA Updates, QC Corner Now a Regular Feature, & New Staff

Your feedback is important and your contributions to the GR Programs Section Newsletter are welcomed. Your comments, recommendations, and Newsletter article ideas can be shared with GR Special Projects and SSI

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We look forward to hearing from you!!

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